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Executive Registry

2-1357

25 March 1952

MEMORANDUM FOR: Project Review Committee

THROUGH: Deputy Director (Administration)
Assistant Deputy Director (Administration)

FROM: Chief of General Services

SUBJECT: Quarters for Enlisted Military Personnel Assigned to CIA for Duty in Training

1. The Military Personnel Division has approximately 102 enlisted military personnel assigned to the Agency for whom inadequate living quarters exist under the control of CIA. Enlisted personnel receive a quarters allowance of \$1.35 per day and it has been necessary to allow many of them to rent rooms in the Washington area.

2. Contacts were made with the Military District of Washington and with G-4, Department of the Army, for the purpose of determining the availability of barracks at Fort Leslie McHair, Fort Belvoir, Fort Myer and Fort Meade. The attached letter (Appendix "A") dated 18 February 1952 from the Chief, Service Division, G-4, Department of the Army, states that facilities are not available on any military post in this area except that of Fort Meade. Memorandum dated 8 February 1952 (Appendix "B") indicates that Fort Meade would be unsatisfactory.

3. Memorandum dated 5 February 1952 (Appendix "C") recommends that CIA lease facilities of the [REDACTED]

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[REDACTED] at the same rate. Attached memorandum dated 19 February 1952 (Appendix "D") from the Deputy Security Officer, CIA, approves the use of the [REDACTED] for this purpose, but disapproves the use of the [REDACTED]

4. Memorandum dated 12 March 1952 (Appendix "E") from the Acting Personnel Director indicates that one of the locations will be satisfactory and recommends that Administrative Service obtain a lease on quarters at the [REDACTED]. If the proposal is approved, enlisted personnel for whom quarters are provided will not receive quarters allowance from CIA or from the Department of the Army. The turnover rate of military personnel makes it

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extremely difficult to obtain a guarantee from the [REDACTED] that a specific number of accommodations will be available for personnel involved without a CIA lease. The administration and limited control over the personnel involved necessitates a certain amount of control by the Chief, Military Personnel Division, which can be accomplished in the [REDACTED]. Since there are no Army facilities available in which the military personnel could be housed, the satisfactory administration and supervision of the military personnel involved requires that CIA enter into a lease with the [REDACTED] to provide a guarantee of the minimum number of beds to be made available.

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5. It is recommended that the Deputy Director (Administration) approve the Chief, Administrative Service entering into a lease with the [REDACTED] through the use of unvouchered funds for the furnishing of approximately 100 beds per day. The lease to be negotiated will provide sufficient flexibility to permit fluctuation in the minimum number of beds for which CIA will pay rent and at the same time will guarantee a minimum. The estimated annual cost of the proposed lease on the basis of \$1.25 per day for an average of 100 men for a twelve month period will be \$45,000. Cost estimate to include 30 June this fiscal year is \$11,250.

[REDACTED]
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CONCUR:

Assistant Director (Personnel)

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[REDACTED]:lrw - Admin. Service

cc: DD/A ✓

ADD/A

Assistant Director (Personnel)

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